



STATE OF INDIANA

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DEPARTMENT OF HOMELAND SECURITY

INDIANA GOVERNMENT CENTER SOUTH
302 W. WASHINGTON ST., ROOM E208
INDIANAPOLIS, IN 46204

Emergency Management Training Course Announcement

The Indiana Department of Homeland Security will present the following course:

DECISION MAKING & PROBLEM SOLVING

FEMA course #G241

Who Should Attend

This course is designed to assist public safety personnel and emergency responders with the problem-solving and decision-making process, both in everyday situations as well as under highly stressful emergency conditions. Participants are given practice in making individual and group decisions based on a model problem-solving process. Emergency management personnel, first response agencies (fire, law enforcement, emergency medical services, communication center personnel, etc.), public health personnel, hospital personnel, disaster volunteer organizations, public works and elected officials from all levels of government will benefit from a thorough understanding of the decision-making and problem-solving process.

Course Description

Being able to make decision and solve problems effectively is a necessary and vital part of the job for every public safety manager, planner, and responder. This **1-day course** is designed to aid the participant in understanding the need for decision-making and problem-solving skills in emergency response fields, identify successful decision making and problem solving traits, and apply the seven-step decision-making process effectively during emergency situations.

Subject areas covered in the course will include attributes of successful decision-makers, decision-making styles, and ethical decision-making and problem-solving.

Administrative Information

This course will be conducted **May 4th, 2007 at the Emergency Management Training Center located at Grissom Aeroplex, Peru, Indiana.** Student sign in will begin at 8:30 a.m. with the course scheduled from 9:00 a.m. to 6:00 p.m., with a one-hour break for lunch.

There is no charge for attending this course, however students will be responsible for their own travel and meals. Refreshments will be provided. The Emergency Management Training Academy will provide lodging through direct billing arrangements with hotels that will be listed in the acceptance letter to be sent out upon registration for the course. No lodging is provided for students residing within 50 miles of the training location. Participants who reside over 50 miles from the training location are eligible for overnight lodging for courses which are more than one day in length. Only those participants who reside 75 miles or more from the training location are entitled to lodging the night before a course that begins at 9:00 A.M. Eligible students may call the Kokomo Hampton Inn, located at 2920 S. Reed Rd. (on the east side of Hwy 31), Kokomo, Indiana for lodging at 765-455-2900. **We have a block of rooms that will only be held until April 26th.** Please let the Hampton know you are with the IDHS group.

To register, please complete a training application which can be found at <http://www.in.gov/dhs/training/>. Upon completion of the training application, please forward it to this office per the instructions indicated on the form. Class size is limited and you will be notified of your acceptance in the course. **Registration is due by April 26th** to allow time for the preparation of course materials.

Please circulate this training announcement to members of your emergency response community and other agencies, organizations, or individuals having a role in emergency or disaster response.

If you have any questions regarding course registration, please contact Denise Clarke at (317) 234-4286 or declarke@dhs.in.gov.

Professionally,

Amy M. Lindsey
Manager
Emergency Management Training Branch